

April 25, 2017
Regular Session
Bonifay, Florida

The Holmes County Board of Commissioners met in a Regular Session on the above date with the following members present: Commissioner Mickey Locke, Commissioner Danny Powell, Commissioner Phillip Music, Commissioner Bobby Sasnett, and Commissioner Clint Erickson, Chairman of the Board.

Alice Vickers, Deputy Clerk was present and kept the minutes.

Chairman Erickson called the meeting to order at 6:00 p.m. He opened the meeting with prayer and led the pledge. The Board took a ten minute recess due to audio problems.

The Chairman called the meeting back to order.

The following additions were made to the agenda:

- V. Item #7 – Ice Machine for District 2
- Item #8 – Cameras for Road Department Shop
- Item #9 – Sheriff John Tate – Jail
- VI. Item C – Kelly Moulton Transfer to Heavy Equipment Operator

Commissioner Music offered a motion to adopt the amended agenda with Commissioner Sasnett offering a second. The motion passed unanimously.

Commissioner Music offered a motion to approve the minutes from the April 11, 2017 Regular Session. Commissioner Sasnett offered a second. The motion passed unanimously.

The Board discussed Budget Amendment #1 for 2016-17. Commissioner Sasnett offered a motion to approve Budget Amendment #1 with Commissioner Music offering a second. The motion passed unanimously.

(Budget Amendment #1)

Commissioner Sasnett advised that Berrian Lake Road which is located in both Walton and Holmes Counties has been paved in Walton County and requested direction regarding the maintenance. He also advised that he is currently maintaining Huggins Lane which is in Walton County. The Board agreed for Joey Marsh to check on this and report back.

Ms. Wendy Mayo, Emergency Management Director, discussed the proposed Logistics Plan for the County. She requested that the Board approve Resolution #17-07 which adopts the 2017 Local Logistics Plan. Commissioner Music offered a motion to approve Resolution #17-07 with Commissioner Powell offering a second. The motion passed unanimously.

(Resolution #17-07, Local Logistics Plan)

The Board discussed Resolution #17-08 and the amendment to the Deacon Road SCOP agreement with Department of Transportation (DOT). Discussion included that the amendment adds \$55,292 to the original agreement. Commissioner Music offered a motion to approve Resolution #17-08 and the amendment. Commissioner Locke offered a second. The motion passed unanimously.

(Resolution #17-08, Amendment)

Ms. Karen Johnson, Health Department Director, advised that the dental clinic has been closed and presented a list of equipment on the County's inventory that can be sold. Discussion included contacting local dentists for the sale and returning the sale proceeds to the Health Department. Commissioner Sasnett offered a motion to sell the equipment and return the funds to the Health Department. Commissioner Music offered a second. The motion passed unanimously.

(Equipment List)

Ms. Caitlin Cerame, West Florida Regional Planning Council, discussed the Commercial Intent Overlay Project for properties along the I-10 Corridor. She presented a map outlining the preliminary corridor boundary and future land use of the affected properties. Discussion included the meeting that was held for local citizens to ask questions regarding the land use change for their properties and Ms. Cerame's recommendation to approve "mixed use" for the properties. Commissioner Music offered a motion approve the recommendation for "mixed use" with Commissioner Powell offering a second. The motion passed unanimously.

The Board discussed problems with the ice machine at the District 2 yard. Discussion included repeated repairs, quotes for a new machine, and using funds from "Road Department Contingencies" to make the purchase. Commissioner Locke offered a motion to purchase the Manitowoc machine for \$1,833 with Contingency funds. Commissioner Music offering a second. The motion passed unanimously.

(Quotes)

The Board discussed purchasing cameras for the Road Department Shop to record activity at the fuel pumps. Discussion included the \$1,500 budgeted for a hydraulic press that has not been expended, two quotes received for the cameras and installation and recent fuel theft issues. Commissioner Powell offered a motion to purchase the cameras from Modern Tech for \$1,294 using the funds budgeted for the press. Commissioner Locke offered a second. The motion passed unanimously.

(Quotes)

Sheriff John Tate discussed an overcrowding issue at the jail. Discussion included current inmate count being over capacity, a cost of \$35 per day to house inmates in another County's facility, and the need to build an additional annex or a second floor. The Board agreed to hold a workshop for further discussion on Monday, May 8, 2017 at 5:00 p.m.

Mr. Joey Marsh, Veteran's Service Officer/FEMA Director, spoke regarding the Traffic Signal Maintenance Agreement with DOT. Discussion included the opportunity to "opt out" of the current agreement without the required two year notice, the yearly cost to the County for the maintenance versus the funds received from DOT, and the agreement the County has with Griffin Traffic to perform annual maintenance on the

designated traffic signals. The Board agreed to continue to provide the maintenance instead of opting out since the County has historically made a profit with the current agreement.

Mr. Joey Marsh discussed the vacant Grader Operator position in District 1. Discussion included that no regular employees signed for the job, two FEMA temporary hires signed up, the County Coordinator's recommendation to advertise the position, and the recent incident of allowing a temporary employee to sign for a vacancy as an "in-house" transfer. Discussion also included the County Coordinator's recommendation to hire Kedric Smothers for the position if the Board decided to allow FEMA personnel to transfer instead of advertising. Commissioner Powell offered a motion to transfer Kedric Smothers to the position effective May 4th with Commissioner Music offering a second. The motion passed unanimously. Commissioner Sasnett offered a motion to re-advertise for the FEMA Temporary Grader position that will be vacant when Mr. Smothers transfers. Commissioner Music offered a second. The motion passed unanimously.

Commissioner Music offered a motion to approve the transfer of Kelly Moulton from FEMA Temporary Road Maintenance Technician to FEMA Temporary Heavy Equipment Operator as of April 20th. Commissioner Powell offered a second. The motion passed unanimously.

Mr. Joey Marsh advised that the vacant Road Maintenance Technician in District 1 is posted. Discussion included that the applicants must have a Class A commercial driver's license per the job description and that only the FEMA Temporary employees were allowed to work under the relaxed standard of a Class B.

Cliff Knauer of Dewberry/Preble-Rish discussed the possible jail expansion. He advised that he has done prior jail construction designs and will review the plans to advise what type of expansion can be done.

Cliff Knauer, Dewberry/Preble-Rish, discussed the additional \$55,292 that was added to the Deacon Road SCOP project. He requested that the Board award the paving bid to Roberts & Roberts at a cost of \$492,366.40 which was the low bid. Commissioner Music offered a motion to award the bid to Roberts & Roberts with Commissioner Locke offering a second. The motion passed unanimously. Mr. Knauer also requested that the Board approve Change Order #1 to the paving contract with Roberts & Roberts which decreases the original contract amount by \$42,122.50 due to the scope of work changing to be within available funds. He advised that this was approved in a prior meeting in error and that per DOT, this must be officially approved after the contract was awarded to Roberts & Roberts. Commissioner Music offered a motion to approve Change Order #1 with Commissioner Locke offering a second. The motion passed unanimously.

(Contract, Change Order #1)

The Board discussed the North Ride/South Ride project. Discussion included prior approval for the County to install the culverts and do the "dirt" work, that grade stakes and right-of-way stakes are necessary to do the "dirt" work, and a proposal from Dewberry/Preble-Rish for the survey and installation of the stakes on North Ride. Commissioner Locke offered a motion to approve the work order from Dewberry/Preble-Rish at a cost of \$1,500 to be paid from LOGT funds. Commissioner Music offered a second. The motion passed unanimously.

(Agreement)

Mr. Knauer discussed the timeline for the completion of the Deacon Road, CR 181 and CR 183A projects. He also discussed recent changes to the DOT guidelines for SCRAP and SCOP grants.

Chairman Erickson advised that the County Attorney was unable to attend since he was at an important meeting regarding the I-10 Corridor.

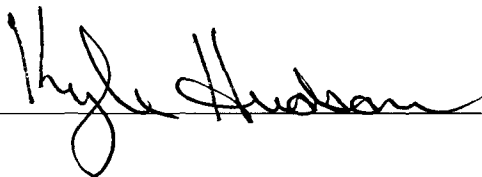
Mr. Joey Marsh discussed the timeline for completing the FEMA work and "Chip Seal" projects and advised that a decision has not been made by FEMA regarding the four year extension request.

Chairman Erickson advised that some complaints have been received regarding employees speeding on County dump trucks. He also discussed the importance of keeping the equipment clean and maintained and requested that a letter be sent to employees regarding both of these issues.

Chairman Erickson discussed that pay rates for tenured employees are only slightly higher than the beginning rate for FEMA Temporary employees. He asked the Board to consider having a salary study done and to consider the low pay rates during the budget process.

There being no further business at this time, the meeting was adjourned at 7:23 p.m.

Clerk



Chairman

